

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Conference Facility

FROM:

John M. Ray  
Director of Logistics

EXTENSION

NO.

DD/A Registry  
88-0041X

DATE

22 March 1988

STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDA/EXA  
7D24 Hqs

28 MAR 1988

CS

2. ADDA

28 MAR 1988

WA

3. DDA

29 MAR 1988

New

4.

5.

DDA Reg

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

Joe: Per your request, we are working a concept paper which discusses housing of houses to be used as conferencing facilities — we should have the paper to you in 2/3 weeks.

Attached is a write-up of our recent experience at BWI — \$97.00 per person — not bad!

DDA REGISTRY  
45-1

STAT

LOGS-20-AK

DD/A Registry  
88-0641x

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray  
Director of Logistics

SUBJECT: Conference Facility

Rae:

The Office of Logistics recently held a two-day executive planning session in a secure Westinghouse facility at the BWI Airport. Attached is a brochure for the Guest Quarters Hotel where we stayed; they are located across the parkway from the airport.

2. Government rates were \$70 for a suite, which is the only type of rooms they have. The rooms had a separate sitting room and were equipped with a refrigerator and two TV's. We had breakfast, lunch, and dinner on the first day and breakfast and lunch on the second day--all from the menu. The five meals and suite cost us \$97 per person. The price cannot be beaten for an excellent suite and five very good meals. It is within an hour's drive from our work sites.



John M. Ray

STAT

Attachment

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# **QUARTERS<sup>®</sup>**

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SUITE HOTEL

Lisa Baxter  
Sales Manager

Baltimore/Washington International Airport  
1300 Concourse Drive, Linthicum, MD 21090  
(301) 850-0717

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## THE GREAT TAKE-OFF



The next time you travel, don't get up at the crack of dawn to rush to the airport.

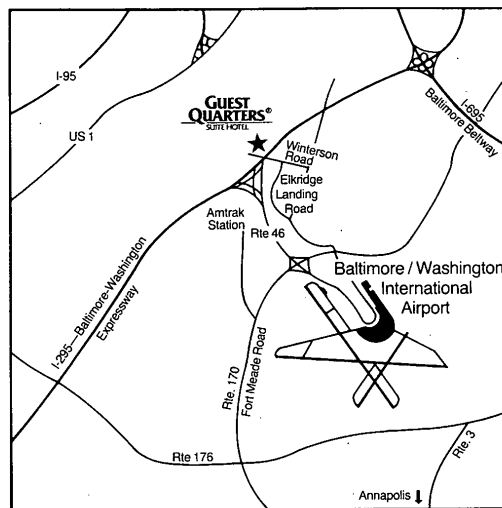
Instead, stay at Guest Quarters the night before and get:

- a king-size bed
- separate living room with sofa bed, dining area, refrigerator, and wet bar.
- three phones and two remote-control color TVs
- complimentary full buffet breakfast
- free transportation to and from Baltimore/Washington International Airport
- free parking for up to seven days

**\$89.00**  
per couple  
per night

Travel Agent commissions paid promptly.

## HOW TO GET HERE FROM THERE.



## GUEST QUARTERS® SUITE HOTEL

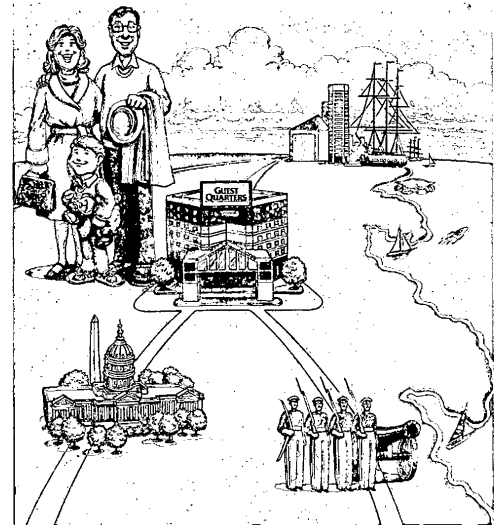
YOU'LL COME TO EXPECT GUEST TREATMENT<sup>sm</sup>

Baltimore/Washington International Airport  
1300 Concourse Dr. • Linthicum, MD 21090

For more information or reservations, call  
**1-800-424-2900 or 1-301-850-0747.**  
In Washington, D.C., call 861-6610.

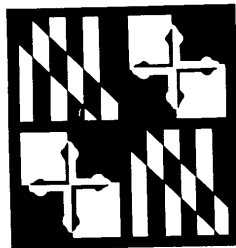
Gift Certificates are available.  
Travel Agent commissions paid promptly.

## WE'RE RIGHT WHERE YOU WANT US.



## GUEST QUARTERS® SUITE HOTEL

## MARYLAND PLEASURE



Now your family doesn't have to stay in three different cities to visit Baltimore, Annapolis, and Washington, D.C.

Just stay at the convenient Guest Quarters® Suite Hotel at Baltimore/Washington International Airport.

Located only:

- 10 minutes from Baltimore and the Inner Harbor
- 30 minutes from Annapolis
- 40 minutes from Washington, D.C.

And get:

- discounted tickets for the National Aquarium
- area maps
- free cookies for the kids
- plus all of our standard amenities\*

**\$99\*** **\$159\***  
per night per weekend\*\*

Gift Certificates are available. Travel Agent commissions paid promptly.

\* Per family of four.

\*\* Any two consecutive night stay—Friday, Saturday, Sunday.

\* Each night's stay includes a plush two-room suite with a king-size bed, living room with sofa bed and dining area, wet bar, two remote-control color TVs, three phones, complimentary full buffet breakfast, free use of our pool, whirlpool, and sauna, complimentary parking, and a Private Manager's Reception every evening.

## THE HONEYMOONER



A most romantic beginning.

Our honeymoon package includes a spacious two-room suite with full amenities:

- a king-size bed
- two remote-control color TVs
- full living room with sofa bed and dining area
- wet bar with refrigerator
- free use of our pool, whirlpool, and sauna

You'll also receive our special honeymoon

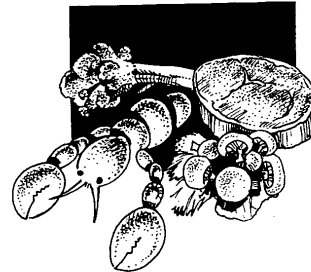
features:

- champagne upon your arrival
- bubble bath
- free parking up to seven days
- complimentary full buffet breakfast for both of you
- two-hour Private Manager's Reception

**\$109.00**  
per couple  
per night

Travel Agent commissions paid promptly

## THE SURF & TURF PACKAGE



This unique package includes a mouth-watering surf & turf dinner for two in the Atrium Cafe and a two-room suite, complete with:

- king-size bed
- two remote-control color TVs
- separate living room with sofa bed, dining area, refrigerator, and wet bar
- two-hour Private Manager's Reception
- complimentary full buffet breakfast, next morning
- free use of our pool, whirlpool, and sauna
- complimentary parking, too

It's a deliciously relaxing way to spend the weekend.

**\$99.00**  
per couple  
per night

Travel Agent commissions paid promptly.